Michigan Deptartment of Treasury 496 (2-04) Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.	eport							
Local Government Type City Township Village Ot	County							
Audit Date Opinion Date Date Accountant Report Submitted to State:								
We have audited the financial statements of accordance with the Statements of the Grandial Statements for Counties and Local	overnmental Accounting Standar	ds Board (GASB) and the	Uniform Reporting Format fo					
We affirm that:								
We have complied with the Bulletin for to	ne Audits of Local Units of Govern	ment in Michigan as revised						
We are certified public accountants regis	stered to practice in Michigan.							
We further affirm the following. "Yes" respon comments and recommendations	ses have been disclosed in the fir	nancial statements, including	the notes, or in the report of					
You must check the applicable box for each i	tem below.							
Yes No 1. Certain component	units/funds/agencies of the local ι	unit are excluded from the fin	ancial statements.					
Yes No 2. There are accumula 275 of 1980).	ated deficits in one or more of th	is unit's unreserved fund ba	alances/retained earnings (P.A.					
Yes No 3. There are instance amended).	s of non-compliance with the Ur	niform Accounting and Budo	geting Act (P.A. 2 of 1968, as					
<u> </u>	violated the conditions of either order issued under the Emergence		Municipal Finance Act or its					
<u> </u>	s deposits/investments which do 29.91], or P.A. 55 of 1982, as am		equirements. (P.A. 20 of 1943,					
Yes No 6. The local unit has b	een delinquent in distributing tax r	evenues that were collected	for another taxing unit.					
Yes No 7. pension benefits (n	violated the Constitutional requirormal costs) in the current year. In the normal cost requirement, no	If the plan is more than 100	0% funded and the overfunding					
Yes No 8. The local unit uses (MCL 129.241).	credit cards and has not adopt	red an applicable policy as	required by P.A. 266 of 1995					
Yes No 9. The local unit has n	ot adopted an investment policy a	s required by P.A. 196 of 199	97 (MCL 129.95).					
We have enclosed the following:		Enclosed	To Be Not Forwarded Required					
The letter of comments and recommendation	ns.							
Reports on individual federal financial assist	ance programs (program audits).							
Single Audit Reports (ASLGU).								
Certified Public Accountant (Firm Name)								
Street Address	City	St	ate ZIP Code					
Accountant Signature Signature Signature	P. c .	Da	ate					

Township of Woodland Barry County, Michigan FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT

Year ended March 31, 2006

CONTENTS

	Page
INDEPENDENT AUDITORS' REPORT	3
BASIC FINANCIAL STATEMENTS	
Government-wide financial statements: Statement of net assets Statement of activities	4 5
Fund financial statements: Balance sheet - governmental funds	6
Statement of revenues, expenditures, and changes in fund balances - governmental funds	7
Notes to financial statements	8 - 13
REQUIRED SUPPLEMENTARY INFORMATION	
Budgetary comparison schedules: General Fund	14 - 15



Certified Public Accountants & Advisors

246 E. Kilgore Road Kalamazoo, MI 49002-5599 www.siegfriedcrandall.com

Telephone 269-381-4970 800-876-0979 Fax 269-349-1344

INDEPENDENT AUDITORS' REPORT

Board of Trustees Township of Woodland, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of the Township of Woodland, Michigan, as of March 31, 2006, and for the year then ended, which collectively comprise the Township's basic financial statements, as listed in the contents. These financial statements are the responsibility of the Township of Woodland, Michigan's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Woodland, Michigan, as of March 31, 2006, and the respective changes in financial position thereof for the year then ended in conformity with U.S. generally accepted accounting principles.

The budgetary comparison information on pages 14 through 15, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

The Township of Woodland, Michigan, has not presented the management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be a part of, the financial statements.

Sigfied Consell F.C.

May 12, 2006



BASIC FINANCIAL STATEMENTS

Township of Woodland STATEMENT OF NET ASSETS

March 31, 2006

	Governmental activities
ASSETS	
Current assets:	
Cash	\$ 859,436
Receivables, net	45,824
Prepaid expenses	4,801
Total current assets	910,061
Noncurrent assets:	
Receivables, net	56,689
Capital assets, net of accumulated depreciation	382,130
Total noncurrent assets	438,819
Total assets	1,348,880
LIABILITIES Current liabilities:	
Accounts payable	1,864
Current portion of long term debt	10,000
Camera person of term were	
Total current liabilities	11,864
Noncurrent liabilities:	
Long term debt	74,000
Tablication	9E 964
Total liabilities	85,864
NET ASSETS	
Invested in capital assets, net of related debt	298,130
Restricted for:	0.004
Perpetual care	6,384
Debt service Unrestricted	83,214 875,288
Onestricted	013,200
Total net assets	\$ 1,263,016

			Program revenues			Net (expenses) revenues and changes in net assets						
	Expenses		Charges for services				ges for grants and (Charges for grants and			ernmental ctivities
Functions/Programs												
Governmental activities:												
Legislative	\$	1,731	\$	-	\$	-	\$	(1,731)				
General government		102,132		31,674		-		(70,458)				
Public safety		86,225		31,257		-		(54,968)				
Public works		87,576		-		2,707		(84,869)				
Health and welfare		10,645		-		-		(10,645)				
Culture and recreation		21,599				1,695		. (19,904)				
Debt service - interest		2,835		2,794		-		(41)				
Total governmental activities	<u>\$</u>	312,743	\$	65,725	\$	4,402		(242,616)				
	Ger	neral revenue	es:									
		Taxes						262,541				
		State grants	3					112,368				
		Franchise for						1,378				
		Investment	incom	ne				20,381				
		Other						1,340				
		Total ge	eneral	revenues				398,008				
	Change in net asset							155,392				
	Net	assets - beç	ginnin	g				1,107,624				
	Net	assets - end	ding				\$	1,263,016				

		General	F	Service Road essment	gov	Total ernmental funds
ASSETS Cash Receivables	\$	845,041 33,694	\$	14,395 68,819	\$	859,436 102,513
Total assets	\$	878,735	\$	83,214	\$	961,949
LIABILITIES AND FUND BALANCES Liabilities:						
Accounts payable Deferred revenue	\$ —	1,864 	\$	66,389	\$	1,864 66,389
Total liabilities		1,864		66,389		68,253
Fund balances: Reserved for perpetual care and memorials Unreserved:		6,384		-		6,384
Designated for capital expenditures Undesignated		3,681 866,806		- 16,825		3,681 883,631
Total fund balances		876,871		16,825		893,696
Total liabilities and fund balances	\$	878,735	\$	83,214	\$	961,949
Total fund balance - total governmental funds					\$	893,696
Amounts reported for <i>governmental activities</i> in the statement (page 4) are different because:	of ne	et assets				
Capital assets used in <i>governmental activities</i> are not financial are not reported in the funds.	l reso	ources and,	therefor	θ,		382,130
Prepaid expenses are not a current financial resource and, the	refor	e, are not re	eported i	n the funds		4,801
Other long-term assets are not available to pay for current-per are deferred in the funds.	iod e	xpenditures	and, the	refore,		66,389
Long-term liabilities, including notes payable, are not due and therefore, are not reported in the funds.	payal	ble in the cu	rrent pe	riod and,		(84,000)
Net assets of governmental activities					\$	1,263,016

REVENUES		General		t Service Road essment	_	Total ernmental funds
Taxes	\$	283,391	\$	-	\$	283,391
State grants		116,770		-		116,770
Charges for services		34,583		-		34,583
Fines and forfeitures		4,194		-		4,194
Interest and rentals		22,030		2,895		24,925
Other		4,272		13,565		17,837
Total revenues		465,240		16,460		481,700
EXPENDITURES						
Legislative		1,731		-		1,731
General government		109,135		-		109,135
Public safety		60,926		-		60,926
Public works		87,576		-		87,576
Health and welfare		10,645		-		10,645
Culture and recreation		21,363		_		21,363
Capital outlay		33,040		-		33,040
Debt service:						
Principal		-		10,000		10,000
Interest		-		2,835		2,835
Total expenditures		324,416		12,835		337,251
NET CHANGE IN FUND BALANCES		140,824		3,625		144,449
FUND BALANCES - BEGINNING		736,047		13,200		749,247
FUND BALANCES - ENDING	<u>\$</u>	876,871	\$	16,825	\$	893,696
Net change in fund balances - total governmental funds					\$	144,449
Amounts reported for <i>governmental activities</i> in the statement of activities (are different because:	page	5)				
Governmental funds report capital outlays as expenditures. However, in the activities, the cost of those assets are allocated over their estimated useful expense. This is the amount by which capital outlays \$(45,880) exceeded of	lives	as deprecia				
in the current period.	ehre	σιατίστι ψίστ,	,700)			14,174
Prepaid expenses are not a current financial resource and, therefore, are n	ot rep	orted in the	funds.			334
Other long-term assets are not available to pay for current-period expendituare deferred in the funds.	res a	ınd, therefor	е,			(13,565)
Repayment of principal on long-term debt is an expenditure in the governm repayment reduces long-term liabilities in the statement of net assets.	ental	funds, but t	he			10,000
Change in net assets of governmental activities					\$	155,392

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The accounting policies of the Township of Woodland, Michigan (the Township), conform to U.S. generally accepted accounting principles (hereinafter referred to as generally accepted accounting principles) as applicable to governments. The following is a summary of the more significant policies.

a) Reporting entity:

The accompanying financial statements present only the Township. There are no component units, entities for which the Township is considered to be financially accountable.

b) Government-wide and fund financial statements:

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the Township. The effect of inter-fund activity has been removed from these statements. Governmental activities are normally supported by taxes and intergovernmental revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental. Major individual governmental funds are reported as separate columns in the fund financial statements.

c) Measurement focus, basis of accounting, and financial statement presentation:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township generally considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Township of Woodland NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

c) Measurement focus, basis of accounting, and financial statement presentation (continued): State grants, licenses and permits, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable only when cash is received by the government.

The Township reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the Township, except those required to be accounted for in another fund. Revenues are primarily derived from property taxes and state shared revenue.

The Road Special Assessment fund accounts for Township road improvements financed through special assessments, and the related debt service expenditures.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in the government-wide financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board (GASB).

Amounts reported as program revenues include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

- d) Assets, liabilities, and net assets or equity:
 - *i)* Bank deposits Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Pooled interest income is proportionately allocated to all funds.
 - *ii)* Receivables In general, outstanding balances between funds are reported as "due to/from other funds." No allowance for uncollectible accounts has been recorded as the Township considers all receivables to be fully collectible.
 - *iii)* Prepaid items Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both government-wide and fund financial statements.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

d) Assets, liabilities, and net assets or equity (Continued):

iv) Capital assets - Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, sidewalks, and similar items), are reported in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial individual cost of more than \$1,000 (\$10,000 for infrastructure) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Gains or losses as a result of trade-ins are adjusted through the cost of the new asset acquired. Governments can elect to account for infrastructure assets either retroactively to June 15, 1980, or prospectively. The Township has elected to account for infrastructure assets prospectively, beginning April 1, 2004.

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	15 - 50 years
Equipment	5 - 15 years
Vehicles	5 - 20 years
Roads	40 years

- v) Deferred revenue In the fund financial statements, governmental funds report deferred revenue in connection with resources for revenue that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received but not yet earned.
- vi) Fund equity In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.
- vii) Property tax revenue recognition Property taxes are levied as of December 1 on property values assessed as of December 31 of the prior year. The billings are due on or before February 14, after which time the bill becomes delinquent and penalties and interest may be assessed by the Township. Property tax revenue is recognized in the year for which taxes have been levied and become available. The Township levy date is December 1, and, accordingly, the total levy is recognized as revenue in the current year.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY:

Budgetary information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. The budget document presents information by fund, function, and department. The legal level of budgetary control adopted by the governing body is the function level. All annual appropriations lapse at the end of the fiscal year. The Township had no significant budget variations.

NOTE 3 - CASH:

State statutes and the Township's investment policy authorize the Township to make deposits in the accounts of federally-insured banks, credit unions, and savings and loan associations. The Township's deposits are in accordance with statutory authority. At March 31, 2006, the Township had deposits with a carrying amount of \$859,436.

Custodial credit risk is the risk that, in the event of the failure of a financial institution, the Township will not be able to recover its deposits. Deposits are exposed to custodial credit risk if they are not covered by federal depository insurance and are uncollateralized. At March 31, 2006, \$339,165 of the Township's bank balances of \$870,036 was exposed to custodial credit risk because it was uninsured and uncollateralized.

The Township believes that it is impractical to insure all bank deposits due to the amounts of the deposits and the limits of FDIC insurance. As a result, the Township evaluates each financial institution with which it deposits funds and assesses the risk level of each institution. Only the institutions with an acceptable estimated risk level are used as depositories.

NOTE 4 - RECEIVABLES:

Receivables as of year end for the Township's individual major funds are as follows:

Fund		counts		roperty taxes	Special sessments	Inter- ernmental	Totals
General Road Assessment	\$	2,978	\$	12,135	\$ - 68,819	\$ 18,581 	\$ 33,694 68,819
Totals	<u>\$</u>	2,978	<u>\$</u>	12,135	\$ 68,819	\$ 18,581	\$ 102,513
Noncurrent portion	\$	-	\$		\$ 56,689	\$ -	\$ 56,689

All receivables are considered fully collectible.

NOTE 5 - CAPITAL ASSETS:

Capital asset activity for the year ended March 31, 2006, was as follows:

	Beginning balance	Increases	Decreases	Ending balance
Governmental activities: Capital assets not being depreciated - land	<u>\$ 15,000</u>	\$ -	\$	\$ 15,000
Capital assets being depreciated: Buildings and improvements Equipment Vehicles	246,778 161,148 288,760	16,541 2,754 26,585	<u>-</u> -	263,319 163,902 315,345
Subtotal	696,686	45,880		742,566
Less accumulated depreciation for: Buildings and improvements Equipment Vehicles	99,558 53,590 190,582	5,826 11,234 14,646	- - -	105,384 64,824 205,228
Subtotal	343,730	31,706		375,436
Total capital assets being depreciated, net	352,956	14,174		367,130
Governmental activities capital assets, net	\$ 367,956	\$ 14,174	<u>\$ -</u>	\$ 382,130

Depreciation expense was charged to functions of the Township as follows:

Governmental activities:

General government Public safety	\$ 5,869 25,606
Recreation and culture	 231
Total governmental activities	\$ 31,706

NOTE 6 - DEFERRED REVENUE:

As of March 31, 2006, the various components of deferred revenue are as follows:

	<i>Un</i>	available	Une	earned	 Totals		
Special assessments	\$	66,389	\$		\$ 66,389		

Township of Woodland NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 7 - LONG-TERM DEBT:

Long-term debt at March 31, 2006, is comprised of the following individual issues:

Bonds payable:

\$95,000, 2003 Road special assessment limited tax general obligation bond; due in annual installments of \$1,000 to \$14,000, plus interest at 1.80% to 4.30% through June 2013.

84,000

Long-term debt activity for the year ended March 31, 2006, was as follows:

	eginning palance	Ada	ditions Redu		Ending eductions balance			Amounts due within one year	
Bonds payable	\$ 94,000	\$		\$	10,000	<u>\$</u>	84,000	\$	10,000

Debt service requirements at March 31, 2006, were as follows:

	Principal		Interest	
Year ended March 31:				
2007	\$	10,000	\$	2,623
2008		10,000		2,390
2009		10,000		2,132
2010		10,000		1,847
2011		10,000		1,532
2012 - 2014		34,000		2,288
Totals	\$	84,000	\$	12,812

NOTE 9 - RISK MANAGEMENT:

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for each of these claims and is neither self-insured nor participates in a shared-risk pool. Settled claims relating to commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

REQUIRED SUPPLEMENTARY INFORMATION

Township of Woodland BUDGETARY COMPARISON SCHEDULE - General Fund

Year ended March 31, 2006

	Original budget	Amended budget	Actual	Variance favorable (unfavorable)
REVENUES				
Taxes	\$ 283,049	\$ 283,049	\$ 283,391	\$ 342
State grants	112,327		116,770	4,443
Charges for services	10,106	10,106	34,583	24,477
Fines and forfeitures	4,000		4,194	194
Interest and rentals	7,406		22,030	14,624
Other	3,075	3,075	4,272	1,197
Total revenues	419,963	419,963	465,240	45,277
EXPENDITURES				
Legislative	1,806	1,806	1,731	75
General government:				
Supervisor	6,513	6,513	5,713	800
Election	3,500		2,549	951
Assessor	14,525		12,824	1,701
Clerk	13,374		12,477	897
Board of review	1,275		1,041	234
Treasurer	15,286		15,109	177
Hall and grounds	29,919		22,397	7,522
Cemetery	16,979	•	15,163	1,816
Other	24,525	24,525	21,862	2,663
Total general government	125,896	125,896	109,135	16,761
Public safety:				
Police	16,642	16,642	13,969	2,673
Fire	46,622	51,322	46,957	4,365
Total public safety	63,264	67,964	60,926	7,038
Public works:				
Highways and streets	248,500	248,500	84,497	164,003
Drains	4,750	4,750	3,079	1,671
Total public works	253,250	253,250	87,576	165,674
Health and welfare - ambulance	10,645	10,645	10,645	_

Township of Woodland BUDGETARY COMPARISON SCHEDULE - General Fund (Continued)

Year ended March 31, 2006

	Original budget	Amended budget	Actual	Variance favorable (unfavorable)
EXPENDITURES (Continued) Culture and recreation - library	\$ 25,074	\$ 25,411	\$ 21,363	\$ 4,048
Capital outlay	12,850	37,523	33,040	4,483
Total expenditures	492,785	522,495	324,416	198,079
NET CHANGE IN FUND BALANCES	(72,822)	(102,532)	140,824	243,356
FUND BALANCES - BEGINNING	736,047	736,047	736,047	
FUND BALANCES - ENDING	\$ 663,225	\$ 633,51 <u>5</u>	\$ 876,87 <u>1</u>	\$ 243,356